

ADMINISTRATIVE -- INTERNAL USE ONLY

ER
84-9219

17 September 1984

MEMORANDUM FOR THE RECORD

On 11 September, [] and I met with []
[] to discuss how to better satisfy the Director's needs for his future
meetings with the Science and Technology Advisory Panel (STAP). We all
recognized his dissatisfaction with the material initially provided for the
recent meeting and agreed on the following:

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-- Several days prior to the next STAP meeting the NIO/S&T will send to
[] an agenda and draft comments on the principal subjects to be
discussed.

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-- [] will provide comments to the NIO/S&T prior
to submission to the Director.

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-- NIO/S&T will send to [] by LDX from the ICS Headquarters comments
on the first day and a half of the STAP meeting with suggested points
for the Director to raise.

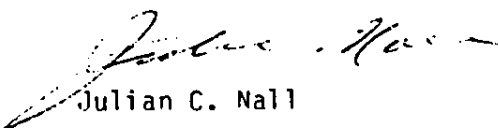
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-- If requested by the DCI or [] the NIO or A-NIO will meet the
Director at Headquarters and ride with him to the ICS Building to
brief him on the STAP meeting.

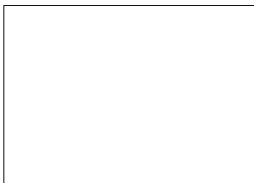
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-- [] will provide to the NIO/S&T an example of what the Director
considers to be an especially fine set of talking points on any
subject. This will enable the NIO/S&T to follow better the guidance
of the Director.

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Julian C. Nall

cc:



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